

EXETER TOWNSHIP SCHOOL DISTRICT

**200 ELM STREET
READING, PENNSYLVANIA 19606**



BOARD OF SCHOOL DIRECTORS

WORKSHOP MEETING AGENDA

AUGUST 12, 2014

7:00 P.M.

ADMINISTRATION BUILDING

**EXETER TOWNSHIP SCHOOL DISTRICT
BOARD WORKSHOP MEETING**

**Tuesday, August 12, 2014
7:00 P.M.**

Administration Building – Board Room

SUBJECT: Meeting of the Exeter Township Board of School Directors on Tuesday, August 12, 2014 at 7:00 p.m. at the Administration Building.

III. Minutes:

- A. Board Voting Minutes – July 14, 2014 *(Attachment III.A)*

V. Board Policy:

- A. It is recommended that the Board of School Directors approves revised Policy 202 – Eligibility of Non-Resident Students (second reading). *(Attachment V.A)*
- B. It is recommended that the Board of School Directors approves revised Policy 222 – Tobacco Use (first reading). *(Attachment V.B)*

VI. Business Functions:

Mr. Staub

- A. It is recommended that the Board of School Directors exonerates Exeter Township School District tax collector from the collection of the remaining 2013 per capita duplicate for St. Lawrence Borough consisting of 198 delinquent per capita or \$1,980 of unpaid taxes, and 44 exonerated per capita bills, and authorize the district to submit the delinquent per capita bills to Berkheimer Associates for collection. Prior year consisted of 152 (\$1,520) delinquent per capita and 100 exonerated per capita bills. *(Attachment VI.A)*
- B. It is recommended that the Board of School Directors approves a consulting agreement for the site work project at Owatin Creek Elementary School between Exeter Township School District (Owner) and Stackhouse Bensinger, Inc. (Consultant). The Consultant will perform construction phase engineering services for the Owner for the Site Work Project at the Owatin Creek Elementary School. Compensation to the Consultant will be on a Time and Material basis. *(Attachment VI.B)*

- C. It is recommended that the Board of School Directors engage the services of The PFM Group (Public Financial Management, Inc.) as a consultant to District Administration in financial planning as it relates to asset and debt management.
- D. It is recommended that the Board of School Directors acknowledges and agrees to the arrangements of the audit of the financial statements for the period ending June 30, 2014 by Maillie LLP for a fee of \$18,250. *(Attachment VI.D)*
- E. It is recommended that the Board of School Directors appoints the following two voting delegates to participate in the PSBA Delegate Assembly to be held on Tuesday, October 21, 2014.
 - 1.
 - 2.
- F. It is recommended that the Board of School Directors ratifies a change order request for the Owatin Creek Site Work Project for additional services to the stone sub-base for the pervious parking lot. The amount of the change order is \$33,128.35. The scheduled completion date of the pervious parking lot is August 20, 2014, five work days later than the original completion date of August 15, 2014. *(Attachment VI.F)*
- G. It is recommended that the Board of School Directors approves the following change orders for the Owatin Creek site work project:

Change Order Credit #03:

Alternate SW-1: Alt. Relocation of Portions of Walking Trail (\$15,903.83)

Change Order Request #4:

Alternate SW-2: Alt. Locations for PCSM Amended Soils 0.00

(Attachment VI.G)

VII. Personnel Committee:

Dr. Bender

A. RETIREMENTS:

It is recommended that the Board of School Directors accepts the following retirements:

1. CERTIFICATED STAFF:

- a. Virginia L. Eisenhuth – Lorane Guidance Counselor, effective December 1, 2014.

2. SUPPORT STAFF:

- a. Irene M. Sabanos – Junior High School Guidance Secretary, effective October 31, 2014.

B. RESIGNATIONS:

It is recommended that the Board of School Directors accepts the following resignations:

1. CERTIFICATED STAFF:

- a. Deborah M. Alberici – Junior High Gifted Teacher, with an effective date to be determined.
- b. Jessica L. Head – Senior High Learning Support Teacher, with an effective date to be determined.
- c. Joshua M. Keller – Senior High Technology Education teacher, with an effective date to be determined.

2. SUPPORT STAFF:

- a. Francesco Amato – Mechanic, effective August 15, 2014.
- b. Maaike A. Jonsson – Support Staff Substitute, effective July 24, 2014.
- c. Melissa D. Newton – Part-Time Senior High Guidance Secretary, effective July 15, 2014.

3. EXTRACURRICULAR STAFF:

- a. Keven Raquet – Senior High Varsity Assistant Girls' Soccer coach, effective August 6, 2014.

C. APPOINTMENTS:

It is recommended that the Board of School Directors approves or ratifies the following appointments:

1. CERTIFICATED STAFF:

- a. Stephanie J. Blaker – Reiffton 5th Grade Long-Term Substitute Teacher, replacing Lynne DeCamillo while she is on leave, at a salary of \$40,000 (Open Step), beginning September 25, 2014, through the end of the 2014-2015 school year.
- b. Aimee P. Davis – Reiffton Special Education Long-Term Substitute Teacher, replacing Ashley DeFiore while she is on leave, at a salary of \$43,441 (B, Step 1), beginning August 20, 2014, through and including January 16, 2015.
- c. Anna C. Meyers – Senior High Social Studies Teacher (Temporary Professional Employee), replacing Rebecca Harrison, at a salary of \$53,757 (M, Step 1), effective August 20, 2014.

- d. Lauren R. Penkala – Reiffton 5th Grade Long-Term Substitute Teacher, replacing Krista Gilham while she is on leave, at a salary of \$40,000 (Open Step), beginning August 20, 2014, through and including January 16, 2015.

2. EXTRACURRICULAR STAFF:

- a. 2014-2015 Senior High School Advisors (*Attachment VII.C.3.a*)
- b. 2014-2015 Junior High School Advisors (*Attachment VII.C.3.b*)
- c. 2014-2015 Department Chair Roster (*Attachment VII.C.3.c*)
- d. *Amended from July 15, 2014 Board Meeting*
Don Hadley – Varsity Head Boys/Girls Golf Coach, at a salary of \$1,277 (Category 9, Level 8, ½ salary), for the 2014-2015 school year.
- e. Mike Lee – Junior High Boys Soccer Coach, at a salary of \$2,334 (Category 7, Level 3), for the 2014-2015 school year.
- f. Christian Menet – Senior High Varsity Assistant Football Coach, at a salary of \$3,843 (Category 2, Level 1), for the 2014-2015 school year.
- g. Talia Russell – Junior Varsity Head Football Cheerleading Coach, at a salary of \$1,685 (Category 9, Level 2), for the 2014-2015 school year.
- h. Bryan Sandritter – Junior High Head Pony Football Coach, at a salary of \$4,575 (Category 8, Level 12), for the 2014-2015 school year.
- i. *Amended from July 15, 2014 Board Meeting*
Roy Underhill – Varsity Head Boys/Girls Golf Coach, at a salary of \$1,277 (Category 9, Level 8, ½ salary), for the 2014-2015 school year.
- j. *Amended from July 15, 2014 Board Meeting*
Brian Witkowski – Junior High Assistant Pony Football Coach, at a salary of \$3,772 (Category 3, Level 4), for the 2014-2015 school year.

D. LEAVES OF ABSENCE:

It is recommended that the Board of School Directors approves or ratifies the following requests for leaves of absence:

1. CERTIFICATED STAFF:

- a. Valerie L. Bolick – Junior High Learning Support Teacher requesting leave of absence after the use of sick days, beginning October 20, 2014 through January 19, 2015, returning to the classroom on January 20, 2014.

E. STAFF CONFERENCES:

It is recommended that the Board of School Directors approves the following staff conferences:

Staff Conferences,
Estimated Fees:

- | | |
|----------|---|
| \$0.00 | 1. Attendee(s): <u>William Cain, Jeffrey MacFarland</u>
Title: Project Based Assessment Training
Organization: BCIU
Date(s): September 10, 2014
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
<u>Total Cost: \$0.00</u> |
| \$44.40 | 2. Attendee(s): <u>Victoria Willier</u>
Title: Indicator 13: Ensuring Success and Compliance
Organization: PATTAN
Date(s): September 10, 2014
Costs: Reg-\$0; Trans-\$44.40; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
<u>Total Cost: \$44.40</u> |
| \$750.00 | 3. Attendee(s): <u>Beverly Martin</u>
Title: Lehigh University School Study Council Study Tour
Organization: Lehigh University
Date(s): September 23-26, 2014
Costs: Reg-\$750; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages-\$0
<u>Total Cost: \$750.00</u> |
| \$0.00 | 4. Attendee(s): <u>Adah Raffensberger</u>
Title: Advanced Paraprofessional – Reading Strand Series – Year 1
Organization: BCIU
Date(s): October 13, 2014, January 19, 2015 and June 15, 2015
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages \$0
<u>Total Cost: \$0.00</u> |
| \$0.00 | 5. Attendee(s): <u>Carolyn Crane</u>
Title: Advanced Paraprofessional –Behavior Strand Series – Year 1
Organization: BCIU
Date(s): October 13, 2014, January 19, 2015 and June 15, 2015
Costs: Reg-\$0; Trans-\$0; Meals-\$0; Lodging-\$0; Sub-\$0; Wages \$0
<u>Total Cost: \$0.00</u> |

Accumulated Estimate of
Staff Conference Fees:
\$794.40

VIII. Student Functions:

Mrs. Kutscher

- A. It is recommended that the Board of School Directors approves an Act 48 Program Placement Agreement between the Exeter Township School District and River Rock Academy, Inc. for alternative education for disruptive youth for the 2014-2015 school year at a tuition cost of \$140 per day, per student, and an additional \$30 per day, per student, for transportation services.
- B. It is recommended that the Board of School Directors approves an Agreement between the Exeter Township School District and Wilson School District to provide programs and services for student #130110 for the 2014-2015 school year.
- C. It is recommended that the Board of School Directors approves an Agreement between the Exeter Township School District and Easter Seals of Eastern Pennsylvania to provide physical therapy services for student #130110 at a cost of \$102 per week.

X. Curriculum Committee:

Mr. Diesinger

- A. It is reported that the following proposed textbooks for purchase for the 2014-2015 school term will be available for review for 30 days in the Administration Building:
 - 1. Succeeding in Life and Career (Copyright 2012) – Frances Baynor Parnell, Author – Goodheart-Willcox, Publisher – Grades 9-12
 - 2. Housing and Interior Design (Copyright 2012) – Evelyn L. Lewis and Carolyn S. Turner, Authors – Goodheart-Willcox, Publisher, Grades 9-12

These textbooks are on display for review at the Exeter Township School District, Building, 200 Elm Street, Reading PA 19606 until September 11, 2014.

Discussion Agenda:

- 1. Junior High School Report – Mr. Eric Flamm, Principal
- 2. Senior High School Report – Mr. William Cain, Principal

**Exeter Junior High School
Program Report to the Board of Education
Tuesday, August 12, 2014**

Current enrollment figures:

- **Total – 645 students** Grade 7 – 325; Grade 8 – 320

For the upcoming school year we will

- Implement College Prep Math program.
- Investigate a new master schedule to accommodate additional time for math and prioritize program offerings.
- Continue to increase teachers' understanding and use of strategies to develop students' content-area reading skills and to provide greater opportunities for students to read and write in each course. Cohort 6 of Reading Apprenticeship training will meet throughout the school year. Type I and Type II writing will be emphasized as well as Types III and IV in English classes.
- Continue Learning-Focused Meetings on early-dismissal days
- Continue the use of The Framework for Teaching evaluation system
- Continue to use formative assessments to provide regular, meaningful feedback to students, and to use data to drive instruction whenever possible.
- Continue to work with teachers to align curriculum and instructional strategies to Common Core.
- Continue to use the Olweus Anti-Bullying Program. We again have scheduled biweekly homeroom meetings as well as an assembly early in the school year to promote the program. New street signs posted in hallways.

Standardized Assessment results:

Percentages of Proficient/Advanced on 2014 PSSA are as follows:

- | | | |
|------------|-----------------|-----------------|
| • Reading: | Grade 7 – 85.9% | Grade 8 – 90.6% |
| • Math: | Grade 7 – 81.5% | Grade 8 – 81.3% |
| • Writing | | Grade 8– 86.9% |

Senior High School Report – August 12, 2014

Academics

Student Learning During the 2013-14 school year we implemented our Learning-Focused Collaborative teams program during the 1:00 early dismissals throughout the year. Teacher teams met on a regular basis to analyze data and discuss the implementation of specific teaching strategies. The primary focus for the teams was literacy and the implementation of our Reading Apprenticeship strategies. These teams will evolve into more formally structured Professional Learning Communities (PLC) for the 2014-15 school year. Formal training in the PLC process was held for the high school teachers during the Act 80 days at the end of the school year.

Teacher Effectiveness Model The implementation of PDE’s new Teacher Effectiveness model for teacher observation and evaluation went fairly smoothly. Although the new process for clinical observations, based on Charlotte Danielson’s Framework for Teaching, is lengthy and somewhat complicated, it does foster excellent discussion between teachers and administrators about effective teaching practice. The new Pennsylvania Electronic Teacher Evaluation Portal (PAETEP) system was a significant help in managing the process.

Testing

- Keystone Exams – Official data from the state is not yet available for the most recent Keystone exams but the following data from the Performance Plus system shows results over the two years of Keystone testing so far.

	Algebra I	Literature	Biology
Class of 2015	75.2% proficiency	78.8% proficiency	63.3% proficiency
Class of 2016	69.8 % proficiency	64% proficiency	70.1% proficiency
Class of 2017	64.6% proficiency	Not yet tested	Not yet tested

- Advanced Placement Exams – 103 students took a total of 162 AP exams this year. The students scored a 3 or higher in 78.3% of the exams.

Senior Survey Based on information collected through our annual senior class survey:

- 82% of our 2013 graduates are continuing with additional education
 - 57% in four-year colleges or universities,
 - 18% in two-year colleges, and
 - 7% in business, trade, or technical schools.
- 3% will be entering military service,
- 8% will be entering the work force, and
- 7% were still undecided at the time of the survey.

The institutions our graduates will be attending include, among others, Albright College, Alvernia University, Bloomsburg University, Cheyney University, Clemson University, Coastal Carolina University, Cornell University, DeSales University, Drexel University, Indiana University of PA, Kutztown University, La Salle University, Lock Haven University, Mansfield University, Millersville University, Oklahoma University, Penn State University, Savannah College of Art and Design, Shippensburg University, Temple University, Texas Tech University, United States Air Force Academy,

University of Delaware, University of Pittsburgh, Ursinus College, West Chester University, West Virginia University, Xavier University, and York College.

College majors being pursued by our graduates include, among others, accounting, architectural engineering, art therapy, astro-physics, biochemistry, biology, biomedical engineering, business, chemical engineering, civil engineering, communications and media, comparative literature, computer science, criminal justice, culinary arts, dance, digital media, education, electrical engineering, fashion merchandising, film and TV production, finance, forensic science, geology, graphic design, healthcare science, history, information management, international business, kinesiology, marine biology, marketing, mathematics, music, neuroscience, nursing, occupational therapy, petroleum engineering, pharmacy, physical therapy, physics, political science, psychology, sports management, and theatre.

School Climate and Culture

- Student Behavior** Discipline at the Senior High School continued to improve as the administration, faculty, and staff have been working together to instill personal accountability in our students with the help of their parents. The overall number of discipline referrals dropped by 5% driven by a significant reduction in electronic device referrals and a decrease in class cuts. We have had success in reducing the number of major school and classroom disruptions and need to continue to work on making better inroads into the tardiness of some students to school and to class. We are proud of our students' behavior in general and thankful for the faculty, staff, and parental support we receive.
- Major Events** Highlights of the spring semester included another highly successful sports program and a spring concert series that showcased the amazing talents and hard work of our music students. Our Senior Academic and Athletics Awards night was a great success and, again this year, we hosted the BCTC East Senior Awards ceremony. The junior/senior prom was moved to the Crowne Plaza this year and we had a wonderful evening. Our spring semester concluded on a high note with an enjoyable and successful commencement ceremony at the Santander Arena.

Looking Forward to 2014-15

- The implementation of our new Algebra I curriculum
- The initiation of our new STEM program
- The initiation of our chrome book 1:1 program
- The implementation of the next phase of PDE's Teacher Effectiveness Model – Student Learning Objectives